



Janice K. Brewer  
Governor

State of Arizona  
Governor's Office for Children, Youth and Families

Cassandra A. Larsen  
Director

**Notice of Intent to Issue a Solicitation**

**Solicitation No:** AE-VSG-11-1273-00  
**Solicitation Title:** AmeriCorps\*State Education Award Program  
**Release Date of RFGA:** November 23, 2009  
**Issuing Agency:** Governor's Office for Children, Youth and Families  
Division for Community and Youth Development  
**Commodity Codes:** 0952-0000 - all commodity codes under human services

You are registered as a supplier with the State of Arizona PROCUREAZ automated e-Procurement system for the commodity codes listed above. This letter is your official notification that the State of Arizona intends to issue a solicitation for the acquisition of the subject service. A fact sheet for the proposed solicitation requirements is attached for your review.

**This is the only notification you will receive.**

If you wish to submit an offer, you must obtain the solicitation document. A link is now offered to obtain information and/or the Request for Grant Application document from the Governor's Office for Children, Youth and Families by clicking on the website listed below. You may also read (and download) the Uniform Instructions and the Uniform Terms and Conditions that are incorporated by reference into the RFGA document from the same website.

<http://gocyf.az.gov/Grants/index.asp>

It is the sole responsibility of the prospective applicant to view the website for updated information.

**IF INTERNET ACCESS IS UNAVAILABLE:**

If you do not have access to the internet, you may fax, mail, or hand-carry your request to obtain a copy of the RFGA to the Governor's Office for Children, Youth and Families to:

Contact: Sarah Bean, Procurement Manager  
Fax Number: (602) 542-3520  
Address: 1700 W. Washington Street, Suite 101, Phoenix, AZ 85007

Whether you choose to fax, mail, or hand-carry your request to the Governor's Office for Children, Youth, and Families, please use this registration notice. Provide your name, address, and telephone number on the lines below. It is not necessary to return any attachment pages, such as the Fact Sheet. To insure accuracy in transmission of information, telephone requests cannot be accepted.

**PLEASE NOTE:** The RFGA will be available for release November 23, 2009.

Registration (use only if internet access is UNAVAILABLE):

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_

**It is the sole responsibility of the prospective applicant to view the website for updated information**

# **Governor's Office for Children, Youth and Families**

## **Commission on Service and Volunteerism**

### **Request for Grant Application 2010-2011**

#### **Fact Sheet**

### **What Is the Governor's Commission on Service and Volunteerism?**

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The Governor's Commission on Service and Volunteerism, founded in 1994, makes policy recommendations to the Governor for community service and volunteer-related issues. The Commission funds and oversees the administration of the Arizona AmeriCorps\*State and other service-learning programs. The Commission also provides training and technical assistance to AmeriCorps\*State and other Arizona-based national service programs, supports volunteer program development, promotes community service initiatives and supports policy issues affecting volunteers. Twenty-six members serve by appointment by the Governor and represent the diversity and unique nature of Arizona's communities.

The Governor's Commission on Service and Volunteerism endeavors to build an ethic of service and volunteerism by working in local and statewide partnerships with public, community, faith-based and tribal governments to encourage, promote and sustain service and volunteerism initiatives that strengthen communities and improve the quality of life for all Arizonans.

The Governor's Commission on Service and Volunteerism envisions a state in which Arizonans view volunteer service and civic engagement as an essential responsibility, and people and communities are connected and strengthened through service and volunteerism. Major Initiatives: AmeriCorps\*State programs, the Civic Engagement Initiative, Engagement of State Employees, Governor's Volunteer Service Awards, Governor's Mentoring Initiative, Governor's National and Community Service Conference, Arizona LeaderCorps, and United We Serve/State and National Days of Service.

### **What Are AmeriCorps and AmeriCorps Education Award Programs?**

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- AmeriCorps\*State is a national service program funded by the Governor's Commission on Service and Volunteerism (Commission) through the Corporation for National and Community Service (CNCS), a federal Agency that provides opportunities for participants, called AmeriCorps members, to serve in Arizona and help to strengthen the community and organization's capacity and better address local needs. Find more information at [www.americorps.org](http://www.americorps.org).
- AmeriCorps grants bring human resources to communities and are expected to yield a set of self-sustaining activities over time. The organizations that receive grants are responsible for recruiting, selecting, and supervising AmeriCorps members of all ages, backgrounds and abilities to serve.
- AmeriCorps\*State **Education Award Programs** will be awarded by the Commission through the CNCS in a national competition that will:

- Provide organizations with the opportunity to recruit, train, and engage individuals age 17 and older as AmeriCorps members in voluntary terms of service (from 300 to 1,700 hours per year) in exchange for a monetary Education Award that can be used to help pay or repay higher or vocational education expenses. Full-time and part-time AmeriCorps members may also qualify for health care and child care benefits.
- Provide “fixed-cost” funding opportunities with the intention of reducing the administrative burden of operating an AmeriCorps program.
- Provide organizations with up to \$800 per full-time AmeriCorps member position (called Member Service Year or MSY, that can be divided into half-time, quarter-time or minimum time AmeriCorps member slots), for costs associated with administering the program.
- Not require the organization to provide any cash or in-kind match.

## What Will This RFGA Fund?

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Public or private nonprofit organizations, including labor organizations, faith-based and other community organizations; institutions of higher education; government entities within Arizona (e.g., cities, counties); Indian Tribes; and partnerships or consortia are eligible. **AmeriCorps\*State Education Award Program** grants will be awarded to eligible organizations that identify unmet community needs to be addressed by programs that recruit, train, and engage AmeriCorps members in activities designed by the organization to address the unmet community need.

Priority will be given to applicants that address compelling unmet community needs in these nationally identified areas:

- **Education:** Helping children and youth achieve success in school and preventing them from dropping out before high school graduation.
- **Healthy Futures:** Helping to address unmet needs concerning access to health care, disease prevention and health promotion initiatives, and health literacy.
- **Clean Energy/Environment:** Providing assistance with unmet energy-efficiency and environmental needs.
- **Veterans:** Serving veterans, members of the Armed Forces who are on active duty, and family members of deployed military personnel, and/or engaging veterans in service.
- **Opportunity:** Providing assistance concerning an economic opportunity for disadvantaged individuals including financial literacy, housing assistance, job training, and nutritional assistance.

Additional priority will be given to applicants that address the state-level priority of youth development.

## WHO IS ELIGIBLE TO APPLY FOR THESE FUNDS?

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The following entities are eligible to apply (listed in random order):

- School districts and Institutions of higher education.
- Non-profit 501(c) (3) organizations.
- Local, county, tribal, state government entities.
- Any partnership of the above listed entities (a fiscal agent must be designated) and/or an intermediary organization operating in the interests of the above listed entities.
- A non-profit community and/or faith based organization.

## WHAT IS THE TOTAL AMOUNT OF AVAILABLE FUNDS

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The total amount of projected federal funding available for this national competition is \$10 million per year for three years. Successful subgrantees may be eligible for continuation funding for a second and third program year, contingent upon the availability of federal appropriations, compliance with terms and conditions, programmatic and financial performance, and through the submission of a renewal application.

The initial contract period for any resultant grant is anticipated to begin October 1, 2010 through September 30, 2011.

## PROPOSED TIMELINE

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| November 16, 2009 | Notice of Intent to Issue a Solicitation/Fact Sheet available to the public   |
| November 23, 2009 | RFGA available on-line at <a href="http://gocyf.az.gov/Grants/index.asp">http://gocyf.az.gov/Grants/index.asp</a>                             |
| December 2, 2009  | Pre-application Conference, from 10:00 a.m. to 4:00 p.m. at the Carnegie Center, Main Floor, 1101 W. Washington, Phoenix, AZ 85007.           |
| January 4, 2010   | Proposals due to the Governor's Office for Children, Youth and Families, 1700 W. Washington, Suite 101, Phoenix, AZ by <b>3:00 p.m. (MST)</b> |
| August, 2010      | Grants Awarded  |
| October 1, 2010   | Grant start date  |

## HOW TO GET A COPY OF THE RFGA?

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Please visit the following web site on or after November 23, 2009:

<http://gocyf.az.gov/Grants/index.asp>. If internet access is unavailable, please submit the Notice of Intent form with your contact information to Sarah Bean, Procurement Manager, at 1700 West Washington, Suite 101, Phoenix, AZ 85007 or by fax to (602) 542-3520.

## QUESTIONS?

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For questions, please contact **Sarah Bean**, Procurement Manager in the Governor's Office for Children, Youth and Families at [sbean@az.gov](mailto:sbean@az.gov) or fax to **(602) 542-3520**.